

1 **Board of Architecture, Engineering, Land Surveying, Landscape Architecture,**
2 **Geoscience, and Interior Design**

3 **Adopted Permanent Rules Relating to Examination, Licensing, Exempt Structures,**
4 **and Professional Conduct**

5 **1800.0200 CLASSES OF REGISTRANTS AND LICENSEES.**

6 There shall be three classes of licensees as follows:

7 A. Class 1: those who were licensed without examination prior to July 1, 1933, and
8 by exemption subsequent to 1933. Licensure by exemption or by mere submission of
9 record with references was discontinued in 1938.

10 B. Class 2: those registered or licensed by comity under the provisions of the law.

11 C. Class 3: those registered or licensed following examination, either oral or
12 written, or both.

13 **1800.0300 IN-TRAINING CLASSIFICATIONS.**

14 There shall be a classification of engineer-in-training, a classification of land
15 surveyor-in-training, and a classification of landscape architect-in-training. For
16 examination of engineer-in-training see parts 1800.2500 to 1800.3000, for land
17 surveyor-in-training see parts 1800.3500 to 1800.3800, and for examination of landscape
18 architect-in-training see parts 1800.1500 to 1800.1900.

19 **1800.0400 APPLICATION FOR REGISTRATION AND LICENSURE.**

20 Subpart 1. **Form and filing.** Applications for licensure or registration shall be under
21 oath and made on forms prescribed and furnished by the board and shall be filed with
22 the Board of Architecture, Engineering, Land Surveying, Landscape Architecture,
23 Geoscience, and Interior Design and accompanied by payment of the examination fee as
24 specified in part 1800.0500, subparts 5 and 6. Applications for certified interior designers
25 shall be filed following passage of the applicant's National Council for Interior Design
26 Qualification (NCIDQ) examination or meeting the requirements outlined in part
27 1800.0800 or 1800.2100, subpart 5.

1800.0400

1 Subp. 1a. **Information required.** The applicant shall submit to the board, in the form
2 provided, information relative to:

3 A. place and date of birth;

4 B. time and place of schools attended and studies completed;

5 C. status relative to graduation from such schools or completion of studies;

6 D. final official transcript showing the date of award of the degree or degrees
7 received;

8 E. for engineer, landscape architect, and land surveyor applicants, whether the
9 Fundamentals of Engineering (FE), Fundamentals of Land Surveying (FLS), or
10 landscape architect-in-training examination has been successfully completed; and

11 F. a record of personal employment, with all dates and with complete information
12 relative to duties and type of work performed, and particularly outlining the applicant's
13 responsibilities in charge of the whole or any part thereof.

14 Subp. 2. **Evaluation of information.** The information required by subpart 1a shall be
15 evaluated by the appropriate member or members of the board and if the applicant is
16 found ineligible for admission to the examination, or ineligible for certification as a
17 certified interior designer, at that time, the applicant shall be so notified in writing and
18 given the reasons therefor. If the applicant is eligible for examination at the time for
19 admission to the examination, the applicant shall be so notified by the board in writing.

20 Subp. 3. **In-training application.** Applications for examination as
21 engineer-in-training, land surveyor-in-training, and landscape architect-in-training shall
22 be made under oath and on forms prescribed and furnished by the board and shall be
23 filed with the executive secretary of the board at least 60 days before the date set for the
24 fundamentals examination accompanied by the examination fee as specified in part
25 1800.0500, subpart 5.

1 **1800.0500 FEES.**

2 Subpart 1. **Requirements.** Application for examination for certification as
3 engineer-in-training, land surveyor-in-training, landscape architect-in-training, or
4 certified interior designer or for licensure, including renewal of licensure, as an
5 architect, professional engineer, land surveyor, or landscape architect, shall be
6 accompanied by a fee in the amount provided for in this part. A new application for
7 registration, in such instances, may be filed at any time after the lapse of six months next
8 succeeding the date of the previous rejection. A reexamination application shall be
9 submitted each time the applicant applies to take the examination except as provided in
10 subpart 2.

11 Subp. 2. **Refunds; validity of application.** Examination or registration fees shall not
12 be refunded except for those circumstances when an applicant does not meet required
13 qualifications. In those circumstances, the board shall retain a \$20 administrative fee. An
14 applicant who fails to appear for examination, cancels, or fails to (take any action
15 relevant to the application within three years shall submit a new application with a new
16 examination fee.)

17 Subp. 3. **Initial licensure and renewal.** The fee for licensure or renewal of licensure as
18 an architect, professional engineer, land surveyor, or landscape architect is \$70 per
19 biennium. The fee for certification as a certified interior designer or for renewal of the
20 certificate is \$70 per biennium. The fee for an architect applying for original certification
21 as a certified interior designer is \$50 per biennium. The initial license or certification fee
22 for all professions is \$70. The renewal fee shall be paid biennially on or before June 30 of
23 each even-numbered year. The renewal fee, when paid by mail, is not timely paid unless
24 it is postmarked on or before June 30 of each even-numbered year.

25 Subp. 4. **Delayed renewal fee.** A renewal fee is a delayed renewal fee within the
26 meaning of Minnesota Statutes, section 326.10, subdivision 5, if it is not postmarked on

1 or before June 30 of the year specified in subpart 3. (The delayed renewal fee is \$30 for
2 the first three months of the lapsed period and \$60 for months 4 to 24.) A licensee who
3 was originally licensed by examination by the board and who permits the license to
4 lapse for more than two years must retake the appropriate professional licensing
5 examination unless exempted by the board. The delayed renewal fee is computed from
6 July 1 of any even-numbered year and is in addition to the renewal fee provided in
7 subpart 3.

8 Subp. 5. **Certification or licensure examination fee.** The fee for examination for
9 certification or licensure as an architect, professional engineer, land surveyor, landscape
10 architect, or certified interior designer is as follows:

11 A. Architect Registration Examination (ARE), 1992 \$480.

12 B. Professional engineer:

13 (1) Fundamentals of Engineering (FE) examination, \$40, effective October 1,
14 1992, and thereafter;

15 (2) Principles and Practice of Engineering examination (PE), \$80; structural
16 engineering, \$170.

17 An applicant for examination in more than one branch of engineering shall submit a
18 separate examination fee for each additional branch of engineering for which the
19 applicant has applied for examination.

20 C. Land surveyor:

21 (1) Fundamentals of Land Surveying (FLS) examination, \$50, effective October 1,
22 1992, and thereafter;

23 (2) principles and practice of land surveying examination, \$100.

24 D. Landscape Architect Registration Examination (LARE), 1992 \$415, 1993 \$445.

25 Subp. 6. **Reexamination and reexamination fees.** Applicants for reexamination shall

1 notify the board by submitting an examination application as specified in part
2 1800.0900, subpart 4. The fee for retaking all or any part of any examination for
3 certification or licensure is as follows each time the examination or any part of it is
4 retaken:

5 [For text of items A and B, see M.R.]

6 C. Land surveyor:

7 (1) Fundamentals of Land Surveying (FLS), \$50;

8 (2) principles and practice of land surveying:

9 (a) parts I and II, \$100;

10 (b) part III, \$20.

11 [For text of item D, see M.R.]

12 Subp. 7. **Additional fees.** In addition to all other fees for examination or registration,
13 as provided in this part or Minnesota Statutes, section 326.10, subdivision 1, the
14 following schedule of fees is applicable:

15 A. for each application for registration by comity under Minnesota Statutes, section
16 326.10, subdivision 1, paragraph (a), clause (2), applicable to any person registered in
17 another state or territory of the United States, or in any province of Canada, or in any
18 foreign country, a fee of \$100;

19 B. for reissuance of a revoked, lost, destroyed, or mutilated certificate of licensure
20 or certificate as an engineer-in-training, land surveyor-in-training, landscape
21 architect-in-training, or certified interior designer, \$25;

22 C. for certified copies or reproduction of any document required to be supplied on
23 behalf of any applicant for registration in another state, the cost of reproducing the
24 document, will be ten cents per sheet;

25 D. for monitoring licensing examinations for applicants of boards of other states,
26 the fee shall be \$25, payable by the applicant.

1 **1800.0600 CERTIFICATE OF REGISTRATION.**

2 Certification of an applicant's technical qualifications by the National Council of
3 Architectural Registration Boards (NCARB), National Certification Committee of the
4 National Council of Examiners for Engineers and Surveyors (NCEES), the Council of
5 Landscape Architectural Registration Boards (CLARB), or the National Council of
6 Interior Design Qualification (NCIDQ) may be accepted by the board as establishing
7 such qualifications, and the applicant, in such instances, will not be required to pass
8 further examination.

9 **1800.0800 PROOF OF QUALIFICATION TO PRACTICE.**

10 An applicant shall submit evidence to the board indicating that the applicant is
11 qualified to practice in the profession or field of major practice, in which the applicant
12 seeks licensure or certification. The burden of proof is upon the applicant who should
13 make every effort to present qualifications fully and clearly. Qualifications shall be
14 established by one or more of the following methods:

15 A. by passing a written examination;

16 B. by successfully completing an oral examination;

17 C. by submitting satisfactory exhibits of technical qualifications;

18 D. by submitting a council certificate prepared by the National Council of
19 Architectural Registration Boards (NCARB), for architect applicants only;

20 E. by submitting a National Council of Examiners for Engineers and Surveyors
21 (NCEES) council record prepared by the National Certification of the NCEES for
22 engineer applicants only;

23 F. by submitting a council certificate prepared by the Council of Landscape
24 Architectural Registration Boards (CLARB), for landscape architect applicants only;

25 G. for registration by comity as an architect, engineer, or landscape architect under

1 Minnesota Statutes, section 326.10, subdivision 1, paragraph (a), clause (2), and
2 experience as the board may require together with evidence of current registration and
3 proof of good standing;

4 H. for registration by comity as a land surveyor, an applicant shall be subject to
5 Minnesota Statutes, section 326.10, subdivision 1, paragraph (a), clause (2). In addition,
6 the applicant shall be required to take examinations that the board deems necessary to
7 determine qualifications, but in any event the applicant shall be required to take a
8 written orientation examination of not less than four hours duration; or

9 I. for certification by comity as a certified interior designer under Minnesota
10 Statutes, section 326.10, subdivision 1, paragraph (a), clause (2). The applicant shall meet
11 the certification requirements that were in effect in Minnesota at the time of the
12 applicant's original licensure or certification in the other state, territory, or the District of
13 Columbia. Applicants who were certified in other states prior to August 1, 1992, shall
14 meet the requirements of part 1800.2100.

15 **1800.0900 QUALIFICATION PROCEDURES.**

16 [For text of subpart 1, see M.R.]

17 Subp. 2. [See repealer.]

18 Subp. 3. **Examination required.** An applicant must take all parts of the fundamentals
19 examination at one time. The applicant must pass the fundamentals examination prior
20 to taking the professional examination, if applicable. See part 1800.2800.

21 The applicant must take all parts of the professional examination at one time.

22 Subp. 4. **Reexamination.** An applicant who does not receive a passing grade in an
23 examination may make application to retake that examination. The application shall be
24 accompanied by a reexamination fee as required under part 1800.0500, subpart 6. The
25 board may require an applicant failing an examination two or more times to submit
26 evidence of improved qualifications before an additional retake examination is
27 permitted.

1800.0900

1 Subp. 6. **Credits for experience.** Qualifying credits for experience shall be granted as
2 follows:

3 A. The applicant's total experience must meet the requirements for qualifying
4 experience in subpart 7.

5 B. Effective March 1, 1997, admission to the Architect Registration Examination
6 (ARE) is limited to candidates that have met the training requirements in 1996-1997
7 Intern Development Program Guidelines (NCARB-IDP) published by the National
8 Council of Architectural Registration Boards, July 1996, which is incorporated by
9 reference. The document is available at the state law library and is not subject to
10 frequent change. A person enrolled in the Minnesota Intern Development Program
11 before March 1, 1997, may complete training in the Minnesota program.

12 Candidates are responsible for the establishment of their own National Council of
13 Architectural Registration Boards - Intern Development Program (NCARB-IDP) record.

14 Subp. 7. **Qualifying experience defined.** As used in this part, qualifying experience
15 consists of value units as required to satisfy the Intern Development Program (IDP)
16 training requirements as defined in Appendix H of the National Council of
17 Architectural Registration Boards - Intern Development Program (NCARB-IDP)
18 guidelines.

19 Subp. 8. [See repealer.]

20 **1800.1100 PROCEDURES.**

21 Subpart 1. **Completion date.** An applicant may request to be admitted to an
22 examination if the applicant has completed, or will have completed the educational and
23 experience requirements in part 1800.1000 by the time of the examination. The applicant
24 shall submit to the board verification of completion of the education and experience
25 requirements in part 1800.1000 before the applicant's examination scores can be
26 released. Applicants who fail to verify the completion of education and experience

1 requirements within one year from the date of examination shall have their scores
2 voided.

3 Subp. 2. **Admission for licensing examination.** Applicants shall submit to the board
4 a completed application and an appropriate fee as described in part 1800.0500, subpart
5 5, for admission to the licensing examination. The application shall be submitted on a
6 form provided by the board and shall include a detailed listing of all architecturally
7 related experience gained according to part 1800.1000. Experience listing shall include
8 the name and mailing address of the applicant's supervising licensed architect or other
9 supervisor for each period of employment and a final transcript of grades showing the
10 date of award of any degree earned except in circumstances referenced in subpart 1. The
11 application shall be submitted to the board by February 1 for the June examination and
12 by August 1 for the December examination. The application shall include one signed
13 copy of Board Rules of Professional Conduct and a fee as specified in part 1800.0500,
14 subpart 5, item A. Upon approval of the board, the applicant shall be notified in writing.

15 Subp. 3. [See repealer.]

16 Subp. 4. **Obtaining application.** Application materials may be obtained by calling or
17 writing the board office.

18 1800.1200 WRITTEN EXAMINATION.

19 [For text of subpart 1, see M.R.]

20 Subp. 5. **Equipment during examinations.** Silent, hand-held, battery-operated
21 nonprogrammable electronic calculators may be used as required during the Architect
22 Registration Examination (ARE). Applicants shall only use the architect registration
23 examination supplied reference materials during the examination.

24 1800.1500 EDUCATION AND EXPERIENCE.

25 Subpart 1. **Written examination requirement.** An applicant for licensure as a
26 landscape architect shall pass a written examination as provided in part 1800.1700.

1 Written examinations are required of all applicants except those licensed under part
 2 1800.0800, items F and G, that apply to those landscape architects licensed in one or
 3 more states other than Minnesota. An applicant for licensure under part 1800.0800,
 4 items F and G, must satisfy the Minnesota licensing requirements that were in effect at
 5 the time of the applicant's original licensure in the other state.

6 Subp. 2. **Admissions to written examination.** To qualify for admission to the written
 7 examination, an applicant shall present evidence that the following requirements have
 8 been met as provided in this part:

9 A. Graduation from a landscape architecture curriculum of a university or college
 10 accredited by the American Society of Landscape Architects (ASLA) Committee on
 11 Education.

12 B. Completion of a minimum of at least three years of qualifying experience under
 13 the supervision of licensed landscape architects, if the applicant has graduated from a
 14 five-year baccalaureate curriculum in landscape architecture accredited by the ASLA.
 15 Four years of qualifying experience is required, if the applicant has graduated from an
 16 institution with a four-year ASLA-accredited baccalaureate curriculum in landscape
 17 architecture.

18 Subp. 3. **Exception for non-ASLA-accredited education.**

19 A. An applicant who does not meet the requirements of subpart 2 may also qualify
 20 for admission to the examination if evidence is submitted to the board that the
 21 education and subsequent experience of the applicant meet the requirements in the
 22 following table:

Classification	Professional Education (years)	Professional Experience (years)	Total Education and Experience
Other Related Degree Plus Graduate of			

1	ASLA Accredited			
2	Graduate L.A.			
3	Curriculum	5	3	8
4				
5	Graduate of			
6	Nonaccredited			
7	Landscape			
8	Architectural			
9	Curriculum			
10	5-year course	4	5	9
11	4-year course	3	6	9
12				
13	Other Related Field			
14	Degree Plus Graduate			
15	of Nonaccredited			
16	L.A. Curriculum	4	5	9
17				
18	Graduate of NAAB			
19	Accredited			
20	Architectural			
21	Curriculum	3	7	10
22				
23	Graduate of ECPD			
24	Accredited			
25	Engineering			
26	Curriculum	3	7	10
27				
28	Graduate of			
29	Nonaccredited			
30	Architectural			
31	Curriculum	2	9	11
32				
33	Graduate of			
34	Nonaccredited			
35	Engineering			
36	Curriculum	2	9	11
37				
38	Graduate of Two			
39	Years Technical			
40	College in Landscape			
41	Architecture	2	9	11
42				

1	No Professional			
2	Education	0	13	13

3

4 B. Professional experience must be acquired after graduation except that
5 continuous experience gained in increments of 90 days or more, before graduation will
6 be evaluated by the board. "Professional experience" means equivalent to satisfactory
7 diversified general practice under the supervision of registered landscape architects.

8 C. For nongraduates, each year of approved landscape architectural education
9 successfully completed at college level shall receive full credit.

10 D. Employment by government agencies, engineering firms, and general
11 contractors, in areas directly related to landscape architectural construction, may be
12 substituted for professional experience, as defined in item A; one full year of such
13 experience will be considered the equivalent of one-half year of full-time professional
14 experience, but not over two years of credit toward professional experience will be
15 given for such experience.

16 E. Employment by government agencies, including the military, when diversified
17 and comparable to employment in the office of a registered landscape architect with a
18 verified record of substantial practice shall receive full credit with no time limitation.
19 The work shall be directly related to landscape architecture and shall be under the direct
20 supervision of a registered landscape architect. This provision shall also apply to those
21 registered landscape architects employed in a capacity of manager.

22 F. Employment by organizations that have employees performing landscape
23 architectural services in connection with projects owned or used by that organization
24 when the employment is directly related to landscape architectural work and is under
25 the direct supervision of a registered landscape architect shall receive full credit with no
26 time limitation. This provision shall also apply to those registered landscape architects
27 employed in a capacity of manager.

1 G. Employment or practice in such fields as interior design, architecture,
2 engineering, city planning and periods of employment with such organizations as
3 VISTA, HUD, Peace Corps, and advocacy planning shall receive full credit up to a
4 maximum of two years when the work is related to landscape architecture.

5 H. An advanced degree from ASLA Committee on Education accredited landscape
6 architecture curriculum shall receive full credit up to a maximum of two years. Teaching
7 and research in an ASLA Committee on Education Accredited Curriculum shall also
8 receive full credit as determined by the board.

9 I. Other training, education, teaching, or practical experience of a landscape
10 architectural nature will be subject to review and determination by the board.

11 **1800.1600 APPLICATION AND ORAL EXAMINATION.**

12 The board shall review the applicant's experience ~~and education record and may, at~~
13 ~~its option to ensure the applicant's qualifications,~~ conduct a personal interview of each
14 applicant for admission to the examination process. The personal interview shall consist
15 of direct examination by the board ~~and shall to~~ include such additional exhibits of
16 drawings, specifications, photographs of work, and letters of reference, as the board
17 ~~directs~~ may direct.

18 **1800.1700 WRITTEN EXAMINATIONS.**

19 Subpart 1. **Landscape architect registration examination.** Written examinations shall
20 be provided by the National Council of Landscape Architectural Registration Boards
21 (CLARB).

22 Subp. 2. **Equipment during examination.** Handbooks, tables, reference books, bound
23 notes, and hand-held, nonprogrammable, battery-operated, electronic calculators are
24 permitted when authorized by the board.

25 **1800.1900 PROFESSIONAL PRACTICE EXAMINATION.**

26 An applicant for registration as landscape architect by examination shall be admitted

1 to the professional practice examination in landscape architecture provided the
2 applicant has successfully completed the landscape architect-in-training examination
3 and completed total combined education and experience as noted in part 1800.1500,
4 subpart 2 or 3.

5 **1800.2100 EDUCATION AND EXPERIENCE.**

6 Subpart 1. **Written examination requirement.** An applicant for certification as a
7 certified interior designer shall pass a written examination administered by the National
8 Council for Interior Design Qualification (NCIDQ) except that a written examination is
9 not required of an applicant certified under subpart 5 or part 1800.0800, item I.

10 [For text of subps 2 and 3, see M.R.]

11 Subp. 4. **Qualifying credits for experience.** Qualifying credits for experience shall be
12 granted as follows:

13 A. one qualifying credit shall be granted for each year of experience under the
14 direct supervision of a certified interior designer, interior designer, or licensed architect.
15 This does not apply to those individuals granted certification under subpart 5; and

16 [For text of item B, see M.R.]

17 Subp. 5. **Applicants licensed as architects.** A person licensed as an architect in
18 Minnesota who seeks certification as an interior designer shall submit an application to
19 the board together with the required fee and shall be certified with no further
20 requirements.

21 **1800.2200 PROCEDURES.**

22 Subpart 1. **Written examinations.** The written examination shall be the examination
23 as provided by the National Council for Interior Designer Qualification (NCIDQ).

24 Subp. 2. **Admission to examination.** An applicant shall be admitted to the
25 examination, if, by the date of the examination, the applicant has completed the

1 education and experience requirements in part 1800.2100. The applicant shall apply for
2 examination directly to the National Council for Interior Designer Qualification
3 (NCIDQ) and follow the procedures outlined by the NCIDQ.

4 Subp. 3. **Application for certification.** Applicants shall submit to the board a
5 completed application according to part 1800.0400 and the appropriate fee as described
6 in part 1800.0500, subpart 5. The application shall be submitted on a form provided by
7 the board and shall include a detailed listing of all interior design related experience
8 gained as provided in part 1800.2100. The list of experience shall include the name and
9 mailing address of the applicant's supervising interior designer or other supervisors for
10 each period of employment.

11 **1800.2500 EDUCATION AND EXPERIENCE.**

12 Subpart 1. **Written examination requirement.** An applicant for licensure as a
13 professional engineer shall pass written examinations as provided in this subpart.
14 Written examinations are required of all applicants except those licensed under part
15 1800.0800, items E and G, that apply to those professional engineers licensed in one or
16 more states other than Minnesota. An applicant for licensure under part 1800.0800,
17 items E and G, shall satisfy the Minnesota licensing requirements that were in effect at
18 the time of the applicant's original licensure in the other state. The written
19 Fundamentals of Engineering (FE) examination shall be waived by the board if the
20 applicant meets the requirements in part 1800.2800.

21 Subp. 2. **Admission to written Fundamentals of Engineering (FE) examination.** To
22 qualify for admission to the written examination, the applicant shall present evidence of
23 one of the following:

24 A. graduation from an engineering curriculum accredited by the Engineering
25 Accrediting Commission (EAC) of the Accreditation Board for Engineering and
26 Technology (ABET) at the time of graduation or is within 32 semester or 48 quarter
27 credits of obtaining an engineering degree meeting the requirements of this subpart;

1 B. graduation from an engineering curriculum that receives ABET accreditation
2 within five years of the applicant's graduation;

3 C. graduation from a non-ABET-accredited or nonengineering degree curriculum
4 with the minimum number of engineering science and design credits as required in an
5 ABET-accredited degree (32 semester or 48 quarter credit hours of engineering science
6 and 16 semester or 24 quarter credits of engineering design); or

7 D. has a graduate degree from an engineering program where the bachelor's
8 degree is ABET-accredited, even though the applicant's bachelor's degree was earned in
9 a nonengineering program, or is currently enrolled in a graduate program working
10 toward a graduate degree and has completed a minimum of 36 quarter or 24 semester
11 credit hours.

12 Subp. 2a. **Admission to written professional engineering examination.** To qualify
13 for admission to the written examination, the applicant shall present evidence of
14 meeting the educational and qualifying experience requirements in items A and B.

15 A. Education:

16 (1) graduation from an ABET-accredited engineering curriculum;

17 (2) graduation from an engineering curriculum that receives ABET accreditation
18 within five years of the applicant's graduation;

19 (3) has a non-ABET-accredited or nonengineering bachelor's degree with the
20 minimum number of engineering science and design credits as required in an
21 ABET-accredited degree (32 semester or 48 quarter credit hours of engineering science
22 and 16 semester or 24 quarter credits of engineering design);

23 (4) has a graduate degree from an engineering program where the bachelor's
24 degree in that discipline of engineering is ABET-accredited, even though the applicant's
25 bachelor's degree was earned in a nonengineering program; or

1 (5) graduation from an engineering curriculum that has ABET accreditation and
2 a graduate degree in engineering from an institution with an ABET-accredited
3 bachelor's curriculum in that discipline of engineering.

4 B. Qualifying experience:

5 (1) completion of a minimum of four years of qualifying engineering experience,
6 if the applicant meets the educational requirements of item A, subitems (1) and (2);

7 (2) completion of a minimum of six years of qualifying engineering experience,
8 if the applicant meets the educational requirements of item A, subitem (3);

9 (3) completion of a minimum of five years of qualifying engineering experience,
10 if the applicant meets the educational requirements of item A, subitem (4); or

11 (4) completion of a minimum of three years of qualifying engineering
12 experience if the applicant meets the educational requirements of item A, subitem (5).

13 Not more than two years credit shall be allowed for qualifying engineering
14 experience, gained before graduation from an accredited engineering curriculum. The
15 two years experience before graduation must have been gained after completion of the
16 second year of approved engineering education. The experience shall be credited at the
17 rate of 50 percent up to the maximum allowable credit of two years.

18 Subp. 3. [See repealer.]

19 **1800.2600 ORAL EXAMINATION.**

20 An applicant shall appear before the board for oral examination and shall submit two
21 exhibits of engineering work the applicant has performed if:

22 A. the applicant's experience record, in the sole opinion of the board, does not
23 clearly indicate the required qualifying engineering experience;

24 B. the applicant does not hold a degree from an approved engineering curriculum;
25 or

1 C. the applicant qualifies for waiver of the fundamentals of engineering
2 examination as provided in part 1800.2800.

3 The applicant shall furnish a letter to the board from the applicant's employer
4 verifying the degree of involvement and responsibility displayed by the applicant in the
5 conduct of the project exhibited.

6 An applicant residing in an overseas area shall submit one exhibit of the applicant's
7 engineering work with a written critique of that exhibit in lieu of the oral examination.

8 **1800.2700 WRITTEN EXAMINATION.**

9 Subpart 1. **Two-part examination.** The written examination consists of the two parts
10 described in subparts 1a and 2.

11 Subp. 1a. **Fundamentals examination.** Part I is the fundamentals of engineering
12 examination that may be taken upon graduation from an engineering curriculum
13 meeting the requirements of part 1800.2500, subpart 2. The applicant shall submit an
14 official transcript from the college or university the applicant is attending. An applicant
15 taking the Fundamentals of Engineering (FE) examination shall be notified of the score
16 in writing, provided the applicant has met the criteria in this subpart. An applicant
17 failing this examination shall retake the entire examination. A final official transcript
18 showing the degree and the date awarded shall be submitted to the board before the
19 Engineer-in-Training certificate is released to the applicant. The passing of this
20 examination and providing proof of the degree and the award date gives the applicant
21 the status of engineer-in-training as defined in Minnesota Statutes, section 326.10,
22 subdivision 7. The applicant shall not again be required to take this examination. The
23 applicant shall take and pass the Fundamentals of Engineering (FE) examination before
24 being permitted to take the professional examination.

25 Subp. 2. **Professional examination.** The applicant shall take and pass the
26 Fundamentals of Engineering (FE) examination before being permitted to take the

1 professional examination. The professional examination covering the principles and
2 practice of engineering in the field of major practice is required as outlined in this
3 subpart. Examinations are presently offered in the following fields of major practice in
4 engineering: aeronautical/aerospace, agricultural, chemical, civil, controls systems,
5 electrical, environmental, fire protection, geological, industrial, manufacturing,
6 mechanical, metallurgical, mining/minerals, nuclear, petroleum, and structural I and II.
7 A person failing the professional examination shall retake the entire examination.

8 Subp. 3. **Scope of examinations.** The scope of the Fundamentals of Engineering (FE)
9 examination and the principles and practice of engineering examination is as follows:

10 A. Fundamentals of Engineering (FE) examination: multiple-choice questions in
11 mathematics and the basic and engineering sciences as presented in accredited college
12 or university engineering curriculum. Allotted time: eight hours.

13 B. Principles and practice of engineering examination: problems embracing
14 knowledge of professional practice and applied economics as acquired in connection
15 with the planning, design, and construction of engineering work during the required
16 period of qualifying engineering experience. Allotted time: eight hours.

17 Subp. 4. [See repealer.]

18 Subp. 5. **Equipment during examination.** Handbooks, reference books, bound
19 tabular material and notes, and silent, hand-held, electronic calculators are permitted for
20 use during examinations when authorized by the board. Applicants shall only use the
21 reference handbook supplied by the National Council of Examiners for Engineering and
22 Surveying (NCEES) during the Fundamentals of Engineering (FE) examination.

23 **1800.2800 ENGINEERS QUALIFIED BY GRADUATION, LONG EXPERIENCE, AND**
24 **EXAMINATION.**

25 The fundamentals of engineering examination must be waived in those cases where
26 the applicant furnishes evidence of:

1 A. being at least 40 years of age, having a verified professional engineering record
2 of 20 years or more of qualifying engineering experience and meeting one of the
3 educational requirements of part 1800.2500, subpart 2a;

4 B. holding membership in a British Institute of Engineering as a chartered engineer
5 by examination or other national certification by examination as approved by the board;
6 or

7 C. having a doctorate degree in engineering from an educational institution whose
8 baccalaureate curriculum is accredited by ABET-EAC or whose education is equivalent
9 thereto.

10 An applicant qualifying under item A, B, or C shall pass a written professional
11 practice examination of at least eight hours duration. To qualify for waiver of the
12 fundamentals of engineering examination under item A, the applicant's engineering
13 experience shall show responsible charge of engineering projects for at least ten years
14 and advancement in the character of the work performed. The experience gained before
15 reaching the age of 20 years shall not be credited as a part of the required engineering
16 experience, except that graduation from an accredited baccalaureate engineering
17 curriculum shall be considered equivalent to four years of engineering experience.
18 Credit shall not be given for more than a total of four years experience because of
19 undergraduate educational qualifications.

20 **1800.2900 PROCEDURES.**

21 Subpart 1. **Application deadline.** An applicant shall submit an application for
22 admission to the fundamentals of engineering examination explained in part 1800.2700,
23 subpart 1a, postmarked not later than 60 days prior to the first day of the date set for the
24 fundamentals of engineering examination and accompanied by payment of the fee
25 specified in part 1800.0500, subpart 5, item B, subitem (1). A transcript of grades
26 showing the date of award of the degree earned shall be submitted before the applicant
27 may be certified as engineer-in-training.

1800.2900

1 Subp. 2. **Request for professional examination.** An applicant shall submit an
2 application for admission to the principles and practice of engineering examination
3 explained in part 1800.2700, subpart 2, postmarked not later than 60 days prior to the
4 first day of the date set for the professional examination and accompanied by payment
5 of the fee specified in part 1800.0500, subpart 5, item B, subitem (2). The application
6 shall be made on a form provided by the board and shall include a detailed listing of
7 engineering experience gained. The experience listing shall include the name and
8 mailing address of the applicant's supervisor for each period of employment. The board
9 shall provide the applicant an employment reference form which shall be signed and
10 certified. This form shall be submitted to the board by the employer. A final official
11 transcript of grades showing the date of award of the degree earned shall accompany
12 the completed form, unless previously submitted. Upon approval of the application by
13 the board, the applicant will be so notified in writing. The applicant shall submit one
14 signed copy of Board Rules of Professional Conduct prior to receipt of the certificate and
15 license.

16 Subp. 3. [See repealer.]

17 Subp. 4. **Obtaining application material.** Application materials may be obtained by
18 calling or writing the board office.

19 **1800.4000 CERTIFICATES OF RECORD.**

20 The board shall issue to each applicant who successfully completes the fundamentals
21 of engineering examination, or fundamentals of land surveying examination, a
22 certificate indicating that the applicant's name has been recorded as engineer-in-training
23 or land surveyor-in-training in the office of the board. The board shall, upon written
24 application, issue to each applicant who holds a degree from a landscape architectural
25 curriculum approved by the board a certificate indicating that the applicant's name has
26 been recorded as a landscape architect-in-training in the office of the board. The

1 certificates of record as engineer-in-training, land surveyor-in-training, or landscape
2 architect-in-training are permanent, subject only to discipline for cause in the manner
3 provided by law.

4 **1800.4100 CERTIFICATE OF LICENSURE AND REGISTRATION.**

5 Subpart 1. **Licensure as professional engineer.** The board shall issue to each
6 applicant who has successfully completed the fundamentals of engineering
7 examination, unless the fundamentals of engineering examination is waived as stated
8 under part 1800.2800, and has successfully completed the professional practice
9 examination, a certificate of licensure giving the licensee authority to practice
10 engineering as defined by Minnesota Statutes, section 326.02, subdivision 3. This
11 certificate shall be in effect for a period ending June 30 of the even-numbered year of the
12 biennium in which the certificate is issued, after which date the certificate will expire
13 unless renewed. Applicants who are licensed by comity from other states, having met
14 the Minnesota licensure requirements, shall be issued certificates of licensure in the
15 same manner as provided in this part.

16 Subp. 2. **Licensure as land surveyor.** The board shall issue to each applicant who has
17 successfully completed the fundamentals of land surveying examination and the
18 professional practice examination a certificate of licensure giving the licensee authority
19 to practice land surveying as defined by Minnesota Statutes, section 326.02, subdivision
20 4. This certificate shall be in effect for a period ending June 30 of the even-numbered
21 year of the biennium in which the certificate is issued, after which date the certificate
22 will expire unless renewed. Applicants who are licensed by comity from other states,
23 having met the Minnesota licensure requirements, shall be issued certificates of
24 licensure in the same manner as provided in this part.

25 Subp. 3. **Licensure as architect.** The board shall issue to each applicant who has
26 successfully completed the requirements in part 1800.1000 and has successfully

1 completed the professional practice examination a certificate of licensure giving the
2 licensee authority to practice architecture as defined by Minnesota Statutes, section
3 326.02, subdivision 2. This certificate shall be in effect for a period ending June 30 of the
4 even-numbered year of the biennium in which the certificate is issued, after which date
5 the certificate will expire unless renewed. Applicants who are licensed by comity from
6 other states, having met the Minnesota licensure requirements, shall be issued
7 certificates of licensure in the same manner as provided in this part.

8 Subp. 4. **Licensure as landscape architect.** The board shall issue to each applicant
9 who has successfully completed the requirements in part 1800.1500 and has successfully
10 completed the professional practice examination a certificate of licensure giving the
11 licensee authority to practice landscape architecture as defined by Minnesota Statutes,
12 section 326.02, subdivision 4a. This certificate shall be in effect for a period ending June
13 30 of the even-numbered year of the biennium in which the certificate is issued, after
14 which date the certificate will expire unless renewed. Applicants who are licensed by
15 comity from other states, having met the Minnesota licensure requirements, shall be
16 issued certificates of licensure in the same manner as provided in this part.

17 Subp. 5. **Certification as interior designer.** The board shall issue to each applicant
18 who has successfully completed the requirements of part 1800.2100 and has successfully
19 completed the National Council of Interior Design Qualifications examination a
20 certificate authorizing the certificate holder to use the title "Certified Interior Designer."
21 This certificate shall be in effect for a period ending June 30 of the even-numbered year
22 of the biennium in which the certificate is issued, after which the certificate shall expire
23 unless renewed. A person whose certificate expires shall not use the title "Certified
24 Interior Designer" until a certificate is reissued. Applicants who are certified by comity
25 under part 1800.0800 shall be issued certificates as provided in this part.

26 **1800.5100 DEFINITIONS.**

1 Subpart 1. **Minnesota State Building Code (MSBC).** Terms used in parts 1800.5100
2 to 1800.5800 are as defined in the Minnesota State Building Code, chapter 1305, unless
3 otherwise specified in this chapter. The abbreviation MSBC as used in this chapter
4 means the Minnesota State Building Code.

5 Subp. 2. **Occupancy.** Occupancy shall be specified by the owner and classified by the
6 building official in the manner provided in the MSBC.

7 **1800.5200 GENERAL REQUIREMENT AND EXCEPTIONS.**

8 Subpart 1. **Requirement.** Plans and specifications for the erection, enlargement,
9 alteration, or remodeling or renovation of any building, structure, or other work shall be
10 prepared and certified by an architect or engineer licensed and practicing pursuant to
11 Minnesota Statutes, sections 326.02 to 326.15, except as set forth in subparts 2 to 4.

12 Subp. 2. **Statutory exception.** Building components or classes of buildings
13 enumerated in Minnesota Statutes, sections 326.02, subdivision 5, and 326.03,
14 subdivision 2, clauses (a) to (d).

15 Subp. 3. **Remodeling or renovation exception.**

16 A. Any remodeling or renovation to part or all of an existing building, structure, or
17 work which does not:

18 (1) change the load on its mechanical or electrical systems or change the live or
19 dead load on its structural systems, in either case, in such a manner that a violation of
20 the MSBC might occur;

21 (2) change the building's access or exit pattern in such a manner that a violation
22 of the MSBC might occur; or

23 (3) change the MSBC occupancy classification of the building.

24 B. Any remodeling or renovation, of any kind, in a building in the MSBC
25 occupancy classes and consistent with the size, dwelling unit, and number of stories and
26 basement thresholds specified in part 1800.5800.

1 1800.5800 CLASSES OF BUILDINGS.

M.S.B.C. OCC'Y GROUP		USE	NO. STORIES AND BASEMENT	MAXIMUM GROSS SQUARE FOOTAGE (GSF)
A	1	ASSEMBLY - 1000 OR MORE PERSONS, W/STAGE.	NONEXEMPT	
	2	ASSEMBLY - LESS THAN 1000 PERSONS, W/STAGE.		
	2.1	ASSEMBLY/EDUC. - 300 OR MORE PERSONS, W/O STAGE.		
	3	ASSEMBLY/EDUC - LESS THAN 300 PERSONS W/O STAGE.		
	4	ASSEMBLY - STADIA, REVIEWING STANDS, ETC.		
B		BUSINESS - OFFICE, SERVICE (Other than Group H Occupancies below).	2-STORY AND BASEMENT	2250 GSF
		BUSINESS - DINING/DRINKING - LESS THAN 50 PERSONS (Other than Group A Occupancies above).	1-STORY, NO BASEMENT	SEATING FOR NOT MORE THAN 20 PERSONS OR 1000 GSF

E	1	EDUCATIONAL, 50 OR MORE PERSONS THROUGH 12TH GRADE FOR MORE THAN 12 HRS/WEEK OR 4 HRS/DAY.	NONEXEMPT	
	2	EDUCATIONAL - LESS THAN 50 PERSONS THROUGH 12TH GRADE FOR MORE THAN 12 HRS/WEEK OR 4 HRS/DAY.		
	3	EDUCATIONAL - DAY CARE FOR MORE THAN 6 PERSONS.		
F	1	FACTORY/INDUSTRIAL-MODERATE HAZARD.	NONEXEMPT	
	2	FACTORY/INDUSTRIAL-LOW HAZARD.	1-STORY, NO BASEMENT	3000 GSF
H	1	HAZARDOUS - EXPLOSIVE HAZARD.	NONEXEMPT	
	2	HAZARDOUS - MODERATE EXPLOSIVE HAZARD.		
	3	HAZARDOUS - HIGH FIRE OR MATERIAL HAZARD.		
	4	HAZARDOUS - REPAIR GARAGE (Other than Group S-3 Occupancies).		
	5	HAZARDOUS - AIRCRAFT HANGER/HELIPORT (Other than Group S-5 Occupancies).		

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H	6	HAZARDOUS - SEMICONDUCTOR FABRICATION W/HAZARDOUS PRODUCTION MATERIALS.	NONEXEMPT
	7	HAZARDOUS - OTHER HEALTH HAZARD.	
I	1.1	INSTITUTIONAL - FULL-TIME NURSERIES FOR CHILDREN UNDER 6 YEARS OF AGE, HOSPITALS, SANITARIUMS, NURSING HOMES, AND SIMILAR BUILDINGS (each accommodating more than 4 persons).	NONEXEMPT
	1.2	INSTITUTIONAL - DETOXIFICATION CENTERS, HOMES FOR CHILDREN 6 YEARS OF AGE OR OVER (each accommodating more than 5 persons).	
	2	INSTITUTIONAL - NURSING HOMES, HOMES FOR CHILDREN UNDER 6 YEARS (each accommodating more than 4 patients or children).	
	3	INSTITUTIONAL - MENTAL HOSPITALS, JAILS, SANITARIUMS, ETC.	

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M		MERCANTILE - RETAIL/WHOLESALE DISPLAY AND SALES.	2-STORY, BASEMENT	1500 GSF
R	1	RESIDENTIAL - HOTELS, APARTMENT HOUSES/ CONDOMINIUMS (4 units or more), AND CONGREGATE RESIDENCES (each accommodating more than 10 persons).	NONEXEMPT	
	3	RESIDENTIAL - DWELLINGS, LODGING HOUSES, ATTACHED SINGLE-FAMILY DWELLINGS/ TOWNHOUSES, AND CONGREGATE RESIDENCES (each accommodating 10 persons or less).	EXEMPT	
S	1	STORAGE - MODERATE HAZARD (Other than Group S-2 or Group H Occupancies).	NONEXEMPT	
	2	STORAGE - LOW HAZARD AND NONCOMBUSTIBLE.	1-STORY, NO BASEMENT	5000 GSF
	3	STORAGE - REPAIR GARAGE AND PARKING (Other than Group S-4 Occupancies).	NONEXEMPT	
	4	STORAGE - OPEN PARKING GARAGE.	NONEXEMPT	
	5	STORAGE - AIRCRAFT HANGERS AND HELISTOPS.	1-STORY, NO BASEMENT	3000 GSF

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U	1	UTILITY - PRIVATE GARAGES, BARNs, CARPORTS, SHEDS AND AGRICULTURAL BUILDINGS. (See 1800.5200 Subp. 2 Statutory Exception above.)	1-STORY, NO BASEMENT	1000 GSF
	2	UTILITY - FENCES HIGHER THAN 8'-0", TANKS AND TOWERS.	NONEXEMPT	
MIXED USE OR OCCUPANCY		<p style="text-align: center;">NONEXEMPT</p> <p>Exception: Buildings containing only R-3 and U occupancies may be considered exempt subject to the limitations listed above. See MSBC for further information regarding buildings of mixed use or occupancy.</p>		
BUILDINGS AND STRUCTURES REQUIRING SPECIAL INSPECTIONS IN ACCORDANCE WITH MSBC		<p style="text-align: center;">NONEXEMPT</p> <p>Exception: Exempt buildings and structures requiring special inspections for limited structural elements may be considered exempt for the purposes of architectural design only. Those limited structural elements requiring special inspections shall be designed by an engineer licensed and practicing pursuant to Minnesota Statutes, sections 326.02 to 326.15.</p>		

REVISOR'S INSTRUCTION. The revisor of statutes shall change all references in Minnesota Rules from part 1800.5700 to part 1800.5800.

1800.5800

1 **REPEALER.** Minnesota Rules, parts 1800.0700; 1800.0900, subpart 2; 1800.1000, subpart
2 8; 1800.1100, subpart 3; 1800.2000; 1800.2300; 1800.2500, subpart 3; 1800.2700, subpart 4;
3 1800.2900, subpart 3; and 1800.5700, are repealed.